



## **Pre-Screening Questions**

Read the following statements carefully while considering your suggestion. All four of the following must be true to be eligible. If your suggestion does not meet the eligibility requirements listed below, it is not eligible for submission.

**My suggestion is eligible because it meets the following criteria:**

- I am not expected to develop a solution to this problem
- I would not be held accountable if I did not perform this task
- I need approval from my supervisor to implement this task
- My suggestion does not concern any of the following:
  - Complaints or grievances
  - Salary/classification/benefits changes
  - Enforcement of existing rules
  - Contract negotiations
  - Common practices
  - Routine maintenance, repair or housekeeping
  - Current or pending legislative issues

Click [here](#) to return to the Suggestion Form.